

S I K K I M

Administration: The State Archives is under the administrative control of the Department of Cultural Affairs and the Deputy Director is incharge of the State Archives. The Archives department is being organized in all its facets. During the period under report a type writer and a xerox machine were purchased while proposal to purchase a vacuum cleaner was finalised. Proposal for the inspection of records and liaison with different Departments, Divisional, District and other offices was approved. Proposals for the purchase of lamination machine, microfilm reader, carton boxes, starting a short term course in Archives-Keeping, renting a building for archives and purchase of reference publications are under consideration of the government.

Budget: During the period under report, provision of Rs.0.75 lakh (both for Archives and Museum) was made on plan side out of which a sum of Rs.68,583.47 was spent. For 1978-79, provision of Rs.0.80 lakh both for archives and museum has been made.

Building: The State Archives has no building of its own. Construction of the building is under active consideration of Government.

Record Management: Necessary instructions were issued to various departments concerning weeding of records. The proposal to issue an Archives Policy Resolution is under consideration of the Government.

Research and Reference:

Reference Media:

Publication Programme:

Preservation of Records:

The work will be taken up
when the Archives is
organized.

Photo-Duplication: The proposal to acquire
microfilm unit is being mooted out.

Library: During the period under report 260
books were acquired.